



ST. JAMES-ASSINIBOIA SCHOOL DIVISION

Minutes of the Regular Board Meeting of the St. James-Assiniboia School Division Board of Trustees

Tuesday, April 14, 2020, 7:30 p.m.

*Held in the Board Room of the Aidan Conklin Building
2574 Portage Avenue, Winnipeg*

#1447075

Meeting No. 07-20
REMOTE MEETING via Microsoft Teams

PRESENT:

Cheryl Smukowich	Board Chair
Jennifer Lawson	Vice-Chair
Nicole Bowering	Trustee
Bruce Chegus	Trustee
Craig Glennie	Trustee
Holly Hunter	Trustee
Craig Johnson	Trustee
Sandy Lethbridge	Trustee
Bryan Metcalfe	Trustee

ALSO IN ATTENDANCE:

Mike Wake	Acting Superintendent
Mike Friesen	Secretary-Treasurer / Chief Financial Officer
Jenness Moffatt	Asst. Superintendent, Education (K-12) and Administration
Doreen Cost	Asst. Superintendent, Student Services K-12
Carrie Melville	Asst. Secretary-Treasurer
Gillian Muir	Senior Executive Assistant

REGRETS:

CALL TO ORDER

The Chair called the meeting to order at 6:53 p.m. Attendance – recorded above.

07-01-20

MOVED: Trustee Craig Johnson

“That the Board recess to Committee of the Whole In-Camera.”

CARRIED

RETURN TO REGULAR BOARD MEETING – 7:30 p.m.

**THE ST. JAMES-ASSINIBOIA SCHOOL DIVISION ACKNOWLEDGES THAT WE ARE
ON TREATY ONE LAND, THE TRADITIONAL TERRITORY OF THE ANISHINAABE,
ININIW, AND DAKOTA, AND THE HOMELAND OF THE MÉTIS NATION.**

ADOPTION OF MINUTES – PREVIOUS MEETING

07-02-20

MOVED: Trustee Bryan Metcalfe

“That the minutes of the Board Meeting of March 24, 2020 be adopted.”

CARRIED

REPORT ON EDUCATION

There was no Report on Education.

HEARING OF DELEGATIONS

There were no delegations registered.

COMMITTEE REPORTS

AWARDS AND SCHOLARSHIP ADVISORY COMMITTEE No. 01-20

Meeting held March 12, 2020

Committee Chair: Sandy Lethbridge

1. Call to Order/Attendance
2. Approval of Agenda
3. Review of minutes from previous meeting
4. Policy JM-R Awards and Scholarships

07-03-20

MOVED: Trustee Sandy Lethbridge

“That the principal representatives on the Awards and Scholarship Advisory Committee bring recommendations for change to Policy JM-R to Jenness Moffatt, Assistant Superintendent, Education (K-12) and Administration, by end of March 2020.”

CARRIED

5. Indigenous Academic Achievement Scholarship

07-04-20

MOVED: Trustee Sandy Lethbridge

“That the Indigenous Academic Achievement Scholarship be received as information.”

CARRIED

6. Business Arising

CONCLUDED: Report of the Awards and Scholarship Advisory Committee

FILED

GOVERNANCE COMMITTEE No. 01-20

Meeting held April 7, 2020

Committee Chair: Craig Johnson

1. Attendance
2. Approval of Agenda
3. Revisions to Policy, Regulation, Exhibits and New Exhibit Regarding Smudging Practices

07-05-20

MOVED: Trustee Craig Johnson

“The discussion on Policy, Regulation and Exhibits revisions related to Smudging Practices be received as information.”

CARRIED

4. Trustee Statements on Board Meeting Agenda

07-06-20

MOVED: Trustee Craig Johnson

“That administration prepare an amendment to Organizational By-Law 300-19 to include Trustee Statements.”

AMENDMENT

07-07-20

MOVED: Trustee Nicole Bowering

“That the motion be amended to include a referral to the Community Engagement Committee.”

CARRIED

MAIN MOTION AS AMENDED

07-06-20

MOVED: Trustee Craig Johnson

“That administration prepare an amendment to Organizational By-Law 300-19 to include Trustee Statements.

And further;

That Trustee Statements on the Board Meeting Agenda be referred to the Community Engagement Committee.”

CARRIED

5. Policy BDE Board Committees – Mandate of the Awards and Scholarship Advisory Committee

07-08-20

MOVED: Trustee Craig Johnson

“That the discussion on Policy BDE Board Committees – Mandate of the Awards and Scholarship Advisory Committee be received as information.”

CARRIED

6. Evaluation of the Secretary-Treasurer/CFO and Chief Superintendent

07-09-20

MOVED: Trustee Craig Johnson

“That the Evaluation process and tools for the Secretary-Treasurer/CFO and Chief Superintendent positions be listed as a pending item on the Governance Committee Agenda.”

AMENDMENT:

07-10-20

MOVED: Trustee Jennifer Lawson

“That the motion be amended to include a review at an upcoming Trustee Professional Development session.”

CARRIED

MAIN MOTION AS AMENDED:

07-09-20

MOVED: Trustee Craig Johnson

“That the Evaluation process and tools for the Secretary-Treasurer/CFO and Chief Superintendent positions be listed as a pending item on the Governance Committee Agenda.

And further;

That the Evaluation process and tools for the Secretary-Treasurer/CFO and Chief Superintendent positions be reviewed at an upcoming Trustee Professional Development session.”

CARRIED

7. Trustee Committee Updates

07-11-20

MOVED: Trustee Craig Johnson

“That administration prepare an amendment to Organizational By-Law 300-19 to include Trustee Committee Updates.”

CARRIED

8. New Policy BE and Regulation BE-R Electronic Board Meetings

07-12-20

MOVED: Trustee Craig Johnson

“That Policy BE Electronic Board Meetings be approved (Attachment A).

And further;

That Regulation BE-R Electronic Board Meetings be received as information

(Attachment B).
And Further;
That Policy BE Electronic Board Meetings and Regulation BE-R Electronic Board Meetings be listed as pending items on the Governance Committee Agenda.”

CARRIED

CONCLUDED: Report of the Governance Committee

FILED

REPORT OF THE CHIEF SUPERINTENDENT

Mike Wake, Acting Superintendent
Report 07-20

FOR ACTION

1. George Waters Middle School Balanced School Day

07-13-20

MOVED: Trustee Bruce Chegus

“That the report from George Waters Middle School regarding the Balanced School Day be referred to the Education Committee.”

CARRIED

FOR INFORMATION

1. Board Actions and Referrals
2. Event Cancellations

CONCLUDED: Report of the Chief Superintendent No. 07-20

FILED

REPORT OF THE SECRETARY-TREASURER / CHIEF FINANCIAL OFFICER

Mike Friesen, Secretary-Treasurer
Report 07-20

FOR ACTION

1. PSFB Correspondence
 - Britannia School – Unit Ventilator Replacement – Design Authorization
2. City of Winnipeg Correspondence

07-14-20

MOVED: Trustee Craig Glennie

“That items #1 and #2 be referred to the Finance/Facilities Committee.”

CARRIED

FOR INFORMATION

1. Cheque Registers:
 - a) March 19, 2020 (Payroll)
 - b) March 24, 2020 (Payroll)
 - c) March 24, 2020
 - d) March 27, 2020 (US)
 - e) April 6, 2020 (Payroll)
 - f) April 6, 2020
2. Tender Award Summary
3. Non-Essential Expenditures

CONCLUDED: Report of the Secretary-Treasurer/CFO No. 07-20

FILED

CORRESPONDENCE

Action Correspondence

There were no action correspondence items.

Information Correspondence

1. Manitoba School Boards Association (MSBA)
 - a. 2020 Record of Proceedings Package
 - b. Mark Dickof Memorial Scholarship Application Package
 - c. Minister of Health Response Letter re: Immunizations
 - d. E-Bulletin April 1, 2020
 - e. 2020-21 Membership Fee Rebates
 - f. Canadian Parents for French April 2020 Newsletter
 - g. Memo re: Student Belongings in Lockers and Social Distancing
 - h. Memo re: Electronic Signing and Signatures in Relation to Virtual or Teleconference Meetings
 - i. Memo re: Electronic Signing and Signatures in Relation to Virtual or Teleconference Meetings
2. Canadian Union of Public Employees Letter re: Indefinite School Suspensions

CONCLUDED: Correspondence

FILED

UNFINISHED BUSINESS

07-15-20 1. Second Reading – Borrowing By-Law 306-20
MOVED: Trustee Jennifer Lawson
“That the Board give second reading of By-Law 306-20, a by-law to allow for the borrowing of monies to meet current expenses July 1, 2020 to June 30, 2021.”
CARRIED

07-16-20 2. Third/Final Reading – Borrowing By-Law 306-20
MOVED: Trustee Jennifer Lawson
“That the Board give third/final reading of By-Law 306-20, a by-law to allow for the borrowing of monies to meet current expenses July 1, 2020 to June 30, 2021.”
CARRIED

AGENDA-BASED QUESTIONS FROM THE PUBLIC

There were no agenda-based questions from the public.

TRUSTEE PD SUMMARIES

There were no Trustee PD Summaries.

NEW BUSINESS

There were no New Business items.

REPORT OF COMMITTEE OF THE WHOLE IN CAMERA – 7:52 p.m.

07-17-20 1. Superintendent Appointment
MOVED: Trustee Jennifer Lawson
 “That Mr. Mike Wake be appointed Superintendent effective April 15,2020.
 And further;
 That a personal services contract with Mr. Mike Wake be executed by the signing officers of the St James-Assiniboia School Division.”

07-18-20 **MOVED: Trustee Cheryl Smukowich**
 “That the vote for motion 07-17-20 be recorded.”

Consideration of Main Motion 07-17-20 with Recorded Vote

“That Mr. Mike Wake be appointed Superintendent effective April 15,2020.
 And further;
 That a personal services contract with Mr. Mike Wake be executed by the signing officers of the St James-Assiniboia School Division.”

CARRIED

In accordance with By-Law 300-19 Board Meeting Procedures, the vote was recorded as follows:

Record of the Vote

	<u>For</u>	<u>Against</u>
Cheryl Smukowich		
Jennifer Lawson		
Bruce Chegus		
Bryan Metcalfe		
Sandy Lethbridge		
Craig Johnson		
Craig Glennie		
Holly Hunter		
Nicole Bowering		

07-19-20 2. Administrative Appointments 2020-2021
MOVED: Trustee Sandy Lethbridge
 “That Cheri Banks be appointed Principal of Heritage School (term) from September 8, 2020 to June 30, 2021.
 And further
 That Regine Nuytten be appointed Principal of Linwood School (term) from September 8, 2020 to June 30, 2021.
 And further
 That the job posting for all school-based vice principal vacancies be advertised internally on April 15, 2020.”

CARRIED

07-20-20 3. Daycare Correspondence
MOVED: Trustee Nicole Bowering

“That the lease payments for operating child care centres during the COVID period be waived until September 2020.

And further

That Discovery Children’s Centre lease payments until September 2020 be allocated to the Britannia Annex Building Fund.”

CARRIED

RECESS TO COMMITTEE OF THE WHOLE IN CAMERA – 7:58 p.m.

07-21-20 **MOVED: Trustee Craig Johnson**

“That the Board recess to Committee of the Whole in Camera.”

CARRIED

ADJOURNMENT

On motion of Trustee Craig Johnson, the regular board meeting adjourned at 9:12 p.m.

Cheryl Smukowich
Chair of the Board

Mike Wake
Acting Superintendent